



Appendix B. Staff Interview Guide





Renton Clean Economy Staff Interview Guide

Interviewee & Position: _____

Department & Division: _____

Interviewer: _____

Date: _____





Renton Clean Economy Staff Interview Guide

INTRODUCTION

Cascadia is assisting the Department of Community and Economic Development with a Clean Economy Strategy. We are currently conducting a municipal and community greenhouse gas and energy inventory to quantify current energy use and impacts. We will be supplementing the inventory with external stakeholder interviews, staff interviews, community input, and extensive desktop research.

This project is helping cross-educate different departments on what city divisions have been or are working on now in the energy & sustainability area.

The Clean Economy Strategy will help the Renton community position itself to:

Reduce operating costs for both the City and the community

Meet state mandates, qualify for funding opportunities, and be ready for greenhouse gas regulations and markets

Capitalize on opportunities for funding and investment

Identify new initiatives for a competitive, clean local economy

The purpose of this interview is to glean your perspective about energy efficiency and conservation, sustainability, and renewable energy opportunities in Renton. We're interested in learning more about current practices, policies, and programs; potential barriers; and key opportunities to increase energy efficiency, sustainability, and renewable energy in city operations and in the broader community.

This interview should take no more than 30 minutes. Thank you in advance for your time.



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GENERAL

What is the core function of your department/division?

What are some of your department's top activities or programs which help the City to be more energy efficient and sustainable? Are you aware of any renewable energy sources being used?

What would you identify as the **greatest opportunities** to enhance energy efficiency, renewable energy use, and sustainability in the context of your department, the City of Renton overall, and City of Renton residents?

Are you aware of innovative energy conservation or sustainability initiatives in other local municipalities that would be worth trying in Renton?

Would you be interested in learning more about what other cities are doing?



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ENERGY

In what ways is your department conserving energy?

- ☐ Conserve energy in daily practice (e.g., turn off lights, turn down heat, anti-idling policies)
- ☐ Use energy-efficient vehicles, equipment, and lighting
- ☐ Build/renovate/retrofit energy-efficient facilities/projects
- ☐ Use renewable energy (e.g., solar, wind)
- ☐ Use passive or efficient techniques for heating, cooling, and lighting

What else are you doing?

How are you tracking or measuring the results of these efforts?

What else could you be doing?

What limits your department from doing these things?

What trainings, tools, or other support could help your department and the City reduce energy demand and increase energy efficiency?



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MATERIALS AND WASTE

In what ways is your department conserving energy?

- ☐ Reuse materials and equipment
- ☐ Recycle materials; promote recycling in departments and in the community
- ☐ Work with suppliers and vendors to reduce packaging and waste (e.g., reusable pallets/crates)
- ☐ Compost food and organic waste
- ☐ Reduce generation of construction and demolition waste or increase reuse/recycling of construction and demolition waste

What else are you doing?

How are you tracking or measuring the results of these efforts?

What limits your department from doing these things?

What else could you be doing?

What trainings, tools, or other support could help your department and the City prevent waste and reduce material usage?



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PROCUREMENT POLICIES (IF APPLICABLE)

How does your department consider environmental matters in its purchasing decisions? What environmentally preferable purchasing decisions does your department make?

- ☐ Vehicles and equipment
- ☐ Building materials
- ☐ Chemicals, cleaning, and coating materials
- ☐ Food, beverages, and service items (e.g., bottled water, coffee, boxed lunches, cups/plates)
- ☐ Office equipment and furnishings
- ☐ Electronics (e.g., computers, monitors)
- ☐ Office supplies
- ☐ Paper products (e.g., copier paper, paper towels)
- ☐ Supplies with minimal packaging
- ☐ Services (e.g., copying, printing, janitorial, transportation)

What else are you doing?

How are you tracking or measuring results?

What limits your department from doing these things?

What else could you be doing?



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WATER AND LAND USE (IF APPLICABLE)

How does your department conserve water and limit impacts on the land?

- ☐ Conserve water in daily practice (e.g., turn off faucets when not in use, irrigate at efficient times, adjust automated sprinkler systems)
- ☐ Use water-efficient equipment and landscaping (e.g., appliances, fixtures, drip irrigation)
- ☐ Collect and use greywater in place of potable water where appropriate
- ☐ Identify and address losses/leaks in water systems
- ☐ Promote the use of low impact development (LID) techniques (e.g., impervious surface, onsite stormwater retention and treatment)
- ☐ Support and facilitate mixed-use development, including walkable neighborhoods with basic services)
- ☐ Increase access to parks, open space, and trails

What else are you doing?

How are you tracking or measuring the results of these efforts?

What else could you be doing?

What limits your department from doing these things?



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COMMUNITY ENGAGEMENT

Does your department directly engage with the Renton community and, if so, how are you promoting energy conservation and sustainability in the residential, commercial, or industrial sectors?

- ☐ Outreach and technical assistance
- ☐ Educational workshops
- ☐ Policies or mandates
- ☐ Incentives, rebates, or tax credits
- ☐ Behavior change marketing or social media campaigns
- ☐ Other?

